

Kasson Township Planning Commission Annual Report for 2021

INTRODUCTION

The Planning Commission is an administrative body of five residents comprised of four appointed officials and one elected official. The Planning Commission (PC) holds regular monthly meetings on the third Monday of the month. The Planning Commission is tasked with reviewing applications for site plan review, special land uses, planned unit developments, and re-zonings. The PC also is required to hold the necessary public hearings for zoning text amendments and is entrusted to incorporate the application of policies initiated in the Township Master Plan while reviewing development decisions. The members possess a wide variety of education, community involvement, and work experience, reflecting the greater community

PURPOSE OF THE ANNUAL REPORT

- This report is being submitted in fulfillment of Article II, Section 19 (2) of Public Act 33 of 2008 (Michigan Planning Enabling Act) and pursuant to Section 3-C of the Planning Commission's By-Laws .
- The Michigan Planning Enabling Act contains language of the requirement of the Planning Commission to prepare an annual report to the Township Board:

“A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

- Increases information-sharing between staff, boards, commission and the governing body.
- Allows for anticipation of upcoming issues and priorities, in order to prepare and budget.
- The Township Board would like to thank all members of the Planning Commission for their hard work and dedication to the Township. The Planning Commission has been tasked with some very difficult and complex reviews in 2022 and has a done a remarkable job.

MEETING ACTIVITIES

The Kasson Township Planning Commission held 11 regular month meetings over the course of 2021. This meets the requirements of the Michigan Planning Enabling Act. Within those regular meetings, the following were included:

Public Hearings

- *Habitat for Humanity*: .Conditionally approved a Site Plan for six dwelling units (three duplex buildings at the NE corner of CR 667 and CR 616 in the village of Maple City.

The units will be 3 bedroom, 1.5 bath, with a common septic and well, serving all six dwellings. The project will be developed in phases over 2021 and 2022.

- *Renewal of seven expiring Special Use Permits* for gravel pit mining operations was the purpose of four Public Hearings during the year. Specifically for- 1) Elmers 669 Pit; 2) Benzie County Pit; 3) Lake Leelanau Excavating Pit; 4) Elmers M-72 and Elmers Hulbert Pits (combined into one SUP); 5) LRM Real Estate Holdings (a.k.a. Leelanau Redi-Mix); 6) Duane and Mary Newman. All were renewed for two years.
- *Backyard Burdickville* was the subject of one public hearing that was held apart from a regular monthly meeting. (More on this topic, below.)

Master Plan Work Sessions.

- Four Master Plan work sessions were held outside the regular Monthly Meetings

Site Visit

- One site visit was made (before a regular meeting) was made to Backyard Burdickville

2021 PLANNING COMMISSION MEMBERS AND ATTENDANCE

The Planning Commission held 17 meetings during 2021.

- | | |
|-------------------|-------|
| • Stella Otto | 15/15 |
| • Gerry Roush | 16/17 |
| • Chuck Schaeffer | 16/17 |
| • Jim Anderson | 17/17 |
| • Tad Carter | 14/17 |
| • Dave Noonan | 2/2 |

ZONING ORDINANCE TEXT AMENDMENTS

There were no amendments to the Kasson Township Zoning Ordinance during 2021.

ZONING MAP AMENDMENTS

There were no amendments to the Kasson Township Zoning Map during 2021.

MASTER PLAN - 2022 UPDATE

By the end of the fourth quarter, the revisions to language portions of the Master Plan were completed. At that point a moratorium on new, no-trivial changes was imposed. Because of time availability of the Chairperson, the Commission sought an outside “temp” to put together all the parts and changes that had been generated over 2020 and 2021. After a false start with one person, the LIAA (the Land Information Access Association) was given a charge to complete the needed work (all except table of contents, and cosmetic formatting). Their work was completed in December. Moving forward into 2022, the process will continue with a series of steps to

review and comment on the current draft. Appropriate suggestions will be considered by the Commission, before their final approval. The Township Board's Final approval is then the final step for adoption. That is expected to take place in the last half of 2022.

STATE-WIDE GRAVEL MINING ZONING REGULATIONS

The Planning Commission is continuing to monitor the status of gravel legislation in the State Legislature. Senate Bill 431 (which died at the end of the 2020-21 legislative session). (The bill was reintroduced as SB 429, and passed in the Senate, in 2022

BACKYARD BURDICKVILLE SPECIAL USE PROPOSAL

Beginning in March, much of the Commission's time was spent on Jim Lively's (and family) project called Backyard Burdickville, located near the corner of M-72 and Gilbert Rd. The property was formerly known popularly as the "Eagles Campground." Lively requested a Special Use Permit for a number of mixed uses on the property, including an expansion of the primitive campground, establishment of a plot for vegetable farming, with an associated farm market, etc. Discussion continued into 2022 over a series of particular permitted uses.

2021 TRAINING

No training was completed by the Commission members in 2021

POTENTIAL 2022 TRAINING TOPICS, BASED ON GOALS AND PRIORITIES

- Food Trucks – research necessity, regulatory measures
- Creation of new zoning districts to encourage affordable housing
- Short-Term Rentals
- Right to Farm Act and Successful Agriculture
- High-speed Internet Basics

THE FURTHER IMPACT OF COVID-19 UPON THE COMMISSION

The Covid-19 pandemic effects continued through 2021. February and March saw four meetings (regular and work) held via Zoom. The pace the Master Plan review picked up when in-person meetings were allowed again. The year ended with meetings and procedures back to near-normal conditions.

STAFFING - APPOINTED AND PAID STAFF

The Zoning Administrator, Tim Cypher, continued this year as Zoning Administrator. His activities are summarized in a separate report to the Township Board that include land use permits, land divisions and combinations, .

In February, Sandy Dunkin joined the team as the Recording Secretary (paid), replacing Chuck Schaeffer who had been handling both the Commission Secretary and Recording Secretary's duties. Unfortunately Sandy needed to leave the position in November. Chuck reassumed the

duties [until February 2022 when Allison Hubley-Patterson assumed the position as the new Recording Secretary].

Another unexpected resignation occurred when Chairperson Stella Otto announced she would be leaving the Commission at the end of her term in November and not seeking reappointment. Gerry Roush assumed the Chair's duties, as the current Vice Chair.

David Noonan was appointed to fill Stella Otto's vacant position, beginning in November, 2021. In previous years, David served as the Township Assessor.

2022 COMMISSION OFFICERS AND REPRESENTATIVE

At the December, 2021 meeting. Officers were elected for 2022 as follows:

- Chairman - Gerry Roush
- Vice Chairman - Jim Anderson
- Secretary - Chuck Schaeffer
- Planning Commission Representative to the Zoning Board of Appeals - Dave Noonan
(The Commission recognized that Dave's previous experience as Township Assessor was valuable to the ZBA, due to his knowledge of zoning in general, and Kasson's Zoning Ordinance in particular.)
- Township Board Appointed Representative to the Commission - Tad Carter

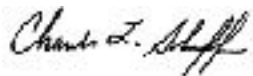
2022 MEETING DATES

Meeting dates for 2022 were continued on the third Monday of each month at 7:00 PM. Although the January and February dates fall on government-observed holidays (Martin Luther King Day and Presidents' Day), the consensus was that the PC would still meet on those dates.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) did not meet in 2021.

Respectfully submitted,



Chuck Schaeffer, Secretary
Kasson Township Planning Commission
March 21, 2022